Vendor Application and Guidelines

Fleece & Yarn Sale

Windswept Acres Sheep Farm, 173 Whitebridge Rd, Pittstown, NJ 08867 Sunday, October 29, 2023 11 a.m.--4 p.m.

(Rain date Sunday, November 5, 2023)

**To apply:**

Return the completed application by email (njfibershed@gmail.com with Vendor Application in the Subject line), or print out and mail to

NJ Fibershed

304 Hackett Road

Hampton, NJ 08827

There is no application fee for this event. If accepted, the booth fee is $25/Members and $50/non-Members ([Join here](https://njfibershed.com/join/)). Vendors from New Jersey, Pennsylvania, New York, Delaware, Connecticut, and Maryland are invited to apply. Priority will be given to NJ Fibershed Producer and Artisan Members.

Applications open: August 4, 2023

Deadline to apply: October 16, 2023

Vendors notified of acceptance: October 20, 2023

Full payment due: October 23, 2023

Upon acceptance, we will email you an invoice to be paid online. There will be mailing instructions if you prefer to pay by check. Your space will not be guaranteed until we receive your vending fee, and your space will be forfeited if payment is not received by October 23.

Email us 2 -3 pictures representing your farm, farm products, or your art that will be available. Each image should not exceed 1 MB (njfibershed@gmail.com with Vendor Application in the Subject line).

We have limited space at this event, so if we are not able to accommodate you at this event, we invite you to apply for our 2024 Barn Crawl (event in May, info available early in 2024).

Name:

Business or Farm:

Address:

Email:

Phone Number:

Website:

Instagram:

Facebook:

Twitter:

Description of products for sale:

By submission of this application I hereunder agree to abide by all guidelines, terms and conditions as listed and verify that all information I have provided is accurate.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_

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Vendor Guidelines

**COVID-19 Precautions:**

● Vendor spaces will be separated at a minimum of 6 ft.

● Mask wearing will be welcome but not mandated.

● Hand washing stations will be available, but bathrooms will be open only for vendors.

● There will be no food or drinks for sale during the event.

**Vendor Spaces:** Spaces are outdoors and each space will be approximately 10’x10’. We will provide a table and chairs at your request. Please plan to provide your own table cloths and tent if you have one. There will be no access to electrical outlets.

**Setup and breakdown:** The farm will be open for setup starting at 9 a.m. on Sunday, and all vendors must be set up by 10:30 a.m. Vendors may park along the driveway to unload, and then park in the designated area. Volunteers will be on hand to assist with unloading and loading.

**Sale Hours:** The Sale will be open to the public from 11 a.m. to 4 p.m. We will not allow the public to enter the area before 11 a.m. Vendors are expected to stay for the duration of the event, and may not begin to break down their space until 4 p.m. All tables must be cleared by 6 p.m.

**Participation:** The goal of NJ Fibershed is to promote local production systems. Farms may sell products derived from their animals or land (e.g., raw fleeces, fibers, yarn, blankets, tanned skins-- made from their animals; other non-fiber products that contain their, or locally sourced from other farms, animals’ milk; honey from their hives; dye plants from their gardens; etc.). Artisans may sell their handmade work that contains, in some part, materials grown or harvested locally (within 50 miles of vendor). Half of all items sold must be sourced locally. If you have any questions regarding your products, please contact us. NJ Fibershed reserves the right to order the removal of any vendor who violates the terms of agreement found here, with no refund to the vendor. NJ Fibershed will not be liable for any monies lost or damages incurred by exercising this right. Vendors may share a space but each vendor must apply individually, and both parties must indicate that they are planning to share a space.

**Cancellations:** Vending fees are non-refundable.

**Taxes:** Please consult the NJ Dept. of Treasury for information on Sales and Use Taxes if you are not yet familiar with the requirements of NJ for collecting and reporting sales taxes. Sales tax is 6.625% (as of Jan. 1, 2018) and does not apply to all types of goods, but sales amounts must be reported even if no sales taxes are due.

**Internet Access:** There is wifi at the farm, but we do not guarantee speed or coverage, so you may want to provide your own hotspot.

**Security**: Vendors are responsible for securing their own property during set-up and break-down. Neither NJ Fibershed, nor any officer, employee, agent, or volunteer

thereof will be responsible for the safety of the property or the vendor from any cause. Vendor should obtain, at their own expense, appropriate insurance to cover against said losses.

**Insurance Coverage and Liability:** Neither NJ Fibershed, nor any officer, employee, agent, or volunteer thereof will be responsible or liable for accidents to any vendor while on the premises or in case of fire, theft, or damage to any vendor’s equipment on the premises. Vendors must provide their own insurance coverage to protect themselves, their equipment, and to cover damages that may be inflicted to the building and/or property of Windswept Acres Farm.

**Indemnification:** By purchasing a space, the Vendor agrees to indemnify, defend, and hold harmless NJ Fibershed, and their officers, employees, agents and volunteers, from and against any and all damages to property or injuries to or death of any person or persons, including attorneys’ fees; and shall defend, indemnify, save and hold harmless NJ Fibershed, its officers, employees, agents and volunteers, from any and all claims, demands, suits, actions or proceedings of any kind or nature including but not by way of limitation, all civil claims, workers’ compensation claims, and all other claims resulting from or arising out of the intentional or negligent acts, errors or omissions of the Vendor, its officers, employees, agents, in any way related to Vendors duties and obligations under this Agreement and/or its use of a booth at the NJ Fibershed Fiber Farm Market. All points not covered herein are subject to the decision of the NJ Fibershed board of directors.

**Inclusivity and Diversity:** By purchasing a space, the Vendor agreesto act as a representative of NJ Fibershed’s values. NJ Fibershed is committed to providing a climate of purposeful inclusion of safety and welcome to all historically marginalized peoples. We value the diversity of racial and cultural identity and background, nationality, sexual and affectional orientation, gender identity and its expression, religious background and belief, marital status, family structure, age, mental and physical health and ability, political perspective, and educational and socioeconomic status.